SECRET

REPORTS INVENTORY

PREPARE IN DUPLICATE

CONTROL NO.

DDP - 121

| 1. TITLE OF REPORT (if a fill-in report include Form No.) WEEKLY MAN-HOUR STATISTICAL REPORT | 2. TYPE OF REPORT | X STATISTICAL / NARRATIVE / MACHINE-NAME LISTING |

| 3. FUNCTIONAL AREA | PERSONNEL / LOGISTICS / MEDICAL | TRAINING / SECURITY / FINANCE | X ADMIN. GENERAL / OTHER (specify) TSD 25X1 |

| 4. NO. OF COPIES PREPARED | 5. FREQUENCY (weekly, monthly, quarterly, etc.) | 6. DISTRIBUTION (No. of components not number of copies) |
| 2 | Weekly | 2 |

| 7. FORMAT (memorandum, form computer print-out, etc) Tabular | 8. ADP PROCESSING YES / NO X IF YES GIVE ADP PROCESSING NO. | 9. DIRECTIVE AUTHORITY REQUIRING REPORT C/TSD 25X1 |

| 10. PREPARING COMPONENT (include lowest level contributing information to report) From each branch | 11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.) N/A |

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
									$2,096.00

B. COSTS OF COMPUTER PRODUCED REPORTS

| TOTAL COSTS PER YEAR | $2,096.00 |

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

1 January 1970 to meet requirements of other components for statistics in support rendered U.S. Governments USIB Agencies.

14. FUTURE GOALS

| GOAL PROPOSED BY COMPONENT FOR THIS REPORT | ESTIMATED SAVINGS | |
| X RETAIN AS IS / CHANGE / DISCONTINUE   OTHER (explain) | MAN-HOURS | DOLLARS |

| 16. DATE OF INVENTORY October 1970 | 17. NAME AND TITLE OF PERSON FURNISHING INFORMATION | 18. EXTENSION |

SECRET

Classification

FORM 142
9-70